

# June 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 May 16-31 Manual pay & health ins. update	3 May 16-31 Manual pay & health ins. update	4 May 16-31 Manual pay & health ins. Update. Last day p1's can be approved for payroll.	5 May 16-31 Manual pay update files go down at 1:00 and remain down. <b>RUN PAYROLL</b>	6 May 16-31 No Update	7
8	9 May 16-31 Update/ health ins.	10 May 16-31 Update/ health ins.	11 May 16-31 Update/ health ins. Last day p1's can be approved for supp payroll.	12 May 16-31 Update – files go down at 1:00 & remain down. <b>RUN SUPP PAYROLL</b> Update after supp with p1's only.	13 May 16-31 No Update  <b>PAYDAY</b>	14
15	16 Jun 1-15 Manual pay & health ins. update	17 Jun 1-15 Manual pay & health ins. update	18 Jun 1-15 Manual pay & health ins. Update Last day p1's can be approved for payroll.	19 Jun 1-15 Manual pay update files go down at 1:00 and remain down. <b>RUN PAYROLL</b>	20 Jun 1-15 No Update	21
22	23 Jun 1-15 No Update	24 Jun 1-15 Update/ health ins.	25 Jun 1-15 Update/ health ins.	26 Jun 1-15 Update/ health ins. Last day p1's can be approved for supp payroll.	27 Jun 1-15 Update – files go down at 1:00 & remain down. <b>RUN SUPP PAYROLL</b> Update after supp with p1's only.	28
29	30 Jun 1-15 No Update <b>PAYDAY</b>  <b>END OF QUARTER &amp; FISCAL YEAR</b>					